



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

AUTOMOTIVE TECHNICIAN I

Job Number: 20000597

Job Code: 17510V161016

Job Group: 1700 - AUTOMOTIVE AND MECHANICAL

Job Established: 04/16/2007

Job Revised: 10/16/2016

Grade: 09 Salary (MIN - MID):

\$11,224-\$14,869 - Hourly

\$1,823.90-\$2,416.22 - 37.5 Hr. Monthly Salary

\$1,945.50-\$2,577.30 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs general repairs and maintains gasoline and/or diesel powered vehicles; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate.

EXPERIENCE:

Must have two years of automotive repair technical experience.

Substitute EDUCATION for EXPERIENCE:

Vocational or technical school training in automotive/truck repair or a related area will substitute for the required experience on a year-for-year basis.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must possess a valid driver's license prior to appointment in this classification. Employees in this job title must furnish the agency's appointing authority, within six months of appointment into this job title, documentation that he or she possess ASE certification in AC recovery. <http://www.ase.com> Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Works in a repair facility or field setting to repair automotive vehicles and equipment. Maintains automotive vehicles and equipment by repairing, adjusting or replacing batteries, performing tune-ups, replacing and adjusting head and tail lights, checking fluids and lubricants, changing filters and belts, changing, repairing and rotating tires, checking tire air pressure, etc. Operates tools and machinery in the repair and maintenance of automotive vehicles and equipment. Inspects and analyzes automotive vehicles and equipment for repairs and service. Completes repairs and servicing reports. Learns to perform more complex duties by assisting higher-level technicians in functions such as disassembling, repairing and assembling engines, transmissions, etc. Keeps records and prepares reports of work performed.

UNIQUE PHYSICAL REQUIREMENTS:

Physical effort required in the performance of automotive vehicle repairs.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Incumbents in this job title work in a repair facility

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title maybe required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.